



BOARD OF PARKS AND RECREATION

April 3, 2017

5:30 p.m. - Basement, Thorman Conference Room
801 Texas Ave., City Bldg. 3, El Paso, Texas

Minutes

Members Present: 6

District 2 – David J. Ochoa
District 3 – Deanna A. De La Cruz
District 5 – Theresa Welch Fordham
District 6 – Francoise A. Feliberti
District 7 – Sylvia Carreon (Chair)
District 8 – Simon Chandler

Members Absent: 2

Mayor – Jerry Pippins
District 4 – Roy Gilyard (Vice Chair)

Vacancies: 1

District 1 – Vacant

City Staff Present

Tracy Novak, Director of Parks and Recreation
Joel McKnight, Assistant Director
Steve Lunsford, Land Management Superintendent
Elsa Ramirez, Board Recording Secretary
Jorge Castillo, Open Space, Trails & Parks Coordinator
Andrea Schiechl, Recreation Program Manager
Victor Rivera, Facilities Maintenance Supervisor
Wayne Thornton, Public Information Coordinator

City Attorney – Legal

Juan Gonzalez, Assistant City Attorney

Public Present

Patsy Achim, Stephanie Cardenas, Juan Romo

1. Agenda Item #1. Meeting Called to Order
Sylvia Carreon, Chair, called the meeting to order at 5:30 p.m.
2. Agenda Item #2. Approval of Minutes: March 6, 2017

Motion by Theresa Welch Fordham to approve minutes as written, seconded by Francoise A. Feliberti. Motion carried. (unanimous)

David Ochoa, Board member, brought to the attention of the Board that the March 6, 2017 minutes does not reflect District 2 as being present. Also, number of Board members absent needs to be changed to one instead of two.

Juan Gonzalez, Assistant City Attorney, let the Board know that the approved motion does not need to be retracted but make a motion to amend the minutes with corrections.

Theresa Welch Fordham made a motion to amend minutes to reflect David J. Ochoa as present and the number of Board members absent to reflect only one, seconded by David J. Ochoa. Motion carried (unanimous)

3. Agenda Item #3. Call to the Public (for items not on the agenda)

None

4. Agenda Item #4. **Presentation:** Recognize UTEP students for community clean-up at Murchison Park

Wayne Thornton, Public Information Coordinator, made a presentation to honor the Project Move Program UTEP students who were involved in the community clean-up at Murchison Park.

Stephanie Cardenas, UTEP student, introduced herself and spoke about the Project Move Program to the Board.

Juan Romo, student, introduced himself and explained his involvement with the program to the Board.

Patsy Achim, introduced herself to the Board and gave a brief summary of her involvement with the student program.

5. Agenda Item #5. **Update and Discussion:** Facilities Maintenance Activities – Victor Rivera, Facilities Maintenance Supervisor

Victor Rivera, Facilities Maintenance Supervisor, gave the Board a brief summary of items being taken care of by his department. Timers for lighting are being changed, 80% done with changing heating to cooling, and completed a final walk through at San Jacinto Plaza.

Victor Rivera, Facilities Maintenance Supervisor, left at 5:45 p.m.

6. Agenda Item #6. **Discussion:** Field renovations – Steve Lunsford, Park Superintendent

Andrea Schiechl, Recreation Program Manager, distributed to the Board members a Field Recovery Plan. She is working very closely with Steve Lunsford and they identified 13 fields between diamond and flat fields to address the heavy usage. Andrea Schiechl and Steve Lunsford continued to explain their plan on field renovations and had a discussion with the Board.

Andrea Schiechl, Recreation Program Manager, left at 6:00 p.m.

7. Agenda Item #7. **Update and Discussion:** Board member terms – Juan S. Gonzalez, Assistant City Attorney

Juan Gonzalez, Assistant City Attorney, addressed the Board stating that he was asked to look into individual terms and whether a Board member can serve again. Board member terms, according to

Ordinance No. 017124 Title 2.20.010 Membership—Appointment—Terms—Vacancies, indicate an individual can serve two full four year terms consecutively then they would have to sit out for four year in order to serve another term.

There is no residency requirement to serve on a district's seat, the only requirement is that the person lives in El Paso.

Juan Gonzalez, Assistant City Attorney, had a discussion with Board members on this topic.

8. Agenda Item #8. **Update and Discussion:** Grievance Subcommittee private deliberations – Juan S. Gonzalez, Assistant City Attorney

Juan Gonzalez, Assistant City Attorney, stated that Council has requested that all boards, committees, commissions, must adhere to the Open Meetings Act including subcommittees. A discussion was held with the Board on this topic.

Juan Gonzalez, Assistant City Attorney, recommended that whenever we have a meeting involving a grievance subcommittee meeting preceding the regular Board meeting, additional security can be provided during the meeting and outside to walk the board members to their car if necessary. Board members should know and understand that any kind of physical or verbal threat needs to be reported immediately to staff and PD. A discussion was held with the Board members on this topic.

Tracy Novak, suggested that an introductory statement can be made at the beginning of a Grievance Subcommittee Meeting to the audience about behavior and proceedings.

9. Agenda Item #9. **Presentation:** Trails and Trailheads – Jorge Castillo, Open Space, Trails and Parks Coordinator

Jorge Castillo, Open Space, Trails and Parks Coordinator, made a presentation to the Board on the Trails and Trailheads referencing the recent City Council action updating the plans for each.

Jorge Castillo, Open Space, Trails and Parks Coordinator, left at 6:50 p.m.

10. **Subcommittees:**

- a. **Discussion and Action:** Nomination of Vice Chairs for Subcommittees

Sylvia Carreon, Board Chair, had nominations for vice chairs for the subcommittees.

The Subcommittee assignments of vice chairs are Simon Chandler as Vice Chair for the Park Naming Subcommittee, Francoise Feliberti as Vice Chair for the Tree Subcommittee, and Roy Gilyard as Vice Chair for the Grievance Subcommittee.

- b. **Discussion and Action:** Subcommittee Assignments (as needed)

Sylvia Carreon, Board Chair, asked the Board members if there were any changes that needed to be made.

Motion made by Sylvia Carreon to move Roy Gilyard up to a regular Subcommittee member and move Simon Chandler to the alternate, motion carried (unanimous).

- c. **Update and Discussion:** Tree Subcommittee Meeting of March 27, 2017 – Theresa Welch Fordham

Theresa Welch Fordham, Subcommittee Chair, gave the Board a brief summary of the last meeting held. The next meeting will be held on April 17, 2017.

Joel McKnight, Parks and Recreation Assistant Director, gave the Board a brief summary of the upcoming Arbor Day event on April 27, 2017 at Ponder Park for all to attend.

11. Agenda Item #10. **Reports on Recent Activity**

- a. Recent City Council Agenda Items List

Francoise Feliberti, Board member, asked about item 24.1 related to changes to Chapter 13.24 on field permitting, if it was approved by Council.

Tracy Novak, Parks and Recreation Director, answered Mrs. Feliberti's question by stating "Yes". Mr. Novak will have Paula Powell give a presentation on implementing the changes at the next meeting.

- b. Upcoming Committee Meetings List
No questions from Board members on this item.
- c. Land Acquisition List
None
- d. Parks and Recreation Construction Projects List
No questions from Board members on this item.

12. Agenda Item #11. **Discussion:** Identify Items for Future Agendas

- 1) Introduction statement for Grievance Subcommittee Meetings
- 2) Title 13 Ordinance – How is it going to work and be enforced?

13. Adjournment – 7:03 p.m.

Minutes submitted by Elsa Ramirez, Board Recording Secretary